



CITY OF ATLANTA

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ARBORIST DIVISION
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DEPARTMENT OF PLANNING
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DEVELOPMENT

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COMMISSIONER

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Procedures for Receiving A Tree Removal Inspection

Upon receiving an application for a tree removal permit, the Arborist that works your area has up to ten business days to complete an inspection of your tree(s) (for preliminary postings, up to five days). During times when there are large volumes of customer request, our turn around time may be longer and permits will be processed in the order in which they were received.

Upon completion of the inspection, the Arborist will approve or deny the removal of the tree(s). An approved application will be returned to you via fax or by mail and shall serve as your permit to remove the tree(s) and should be available for inspection on site during removals.

If tree(s) are denied, you have two options:

1. Appeal the denial decision of the Arborist to the Tree Conservation Commission;
or
2. Submit a landscaping application (that we provide), which requires either the payment of cash recompense or the planting of replacement trees.

You will be required to submit along with your landscaping application a site plan showing the location of the tree(s) on your property and the location of your proposed replacements.

After your plans have been reviewed and approved, the tree(s) **must be marked with orange paint at 4.5 ft above the base with an X**. You must then request an inspection for posting. If site complies with reviewed plans and the Tree Protection Ordinance, a yellow sign will be posted in front of the property. The sign is to remain for fifteen consecutive days. On the sixteenth day, return the sign to the Arborist Division at 55 Trinity Ave Suite 3800, Atlanta, Ga. 30303.

Upon completion of the landscaping process, you will receive final approval to remove the tree(s).